

**BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
REGULAR MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, APRIL 10, 2023
8:00 AM – 10:00 AM (PDT)**

This meeting will be held in person at the District office, located at 1402 North Vosburg Drive, Azusa, California. While the Boardroom is open for public attendance, you are strongly encouraged to participate in the meeting virtually through the remote Zoom link provided below. If you attend the Board meeting in person, please maintain appropriate social distancing to the extent feasible (i.e., maintain a six-foot distance between yourself and other individuals). Face coverings are encouraged but not required for attendees. Lastly, if you are experiencing any COVID-19 symptoms, including fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting or diarrhea, please do not attend the meeting in person.

Join Zoom Meeting

<https://us02web.zoom.us/j/89013306120?pwd=SUZJRzFFSDRXUVVVTY0NhOXQ0c1l6QT09>

Meeting ID: 890 1330 6120

Passcode: 512838

Dial by your location

+1 669 444 9171 US

PLEDGE OF ALLEGIANCE

ROLL CALL: Eng, Knoles, Paulson, Placido, Prince

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

UPDATES FROM CITY REPRESENTATIVES

CONSENT CALENDAR: The following matters are expected to be routine and will be acted upon by a single motion with little discussion unless any Director or citizen requests a separate action:

Minutes of the Regular Board Meeting of March 13, 2023

Minutes of the Administrative/Finance Committee of April 6, 2023

Financial Statements of March 2023

Disbursements of the Revolving Fund Dated March 23, 2023, Check Nos. 12255 – 12259, EFTs, and Wires

Disbursements of the Revolving Fund Dated April 6, 2023, Check Nos. 12260 – 12268, EFT, and Wires

Disbursements of the Revolving Fund Dated April 10, 2023, Check Nos. 12269 – 12271, and Wires

Disbursements of the General Fund Dated March 17 - 30, 2023, Check Nos. 43538 – 43554, and EFTs

Disbursements of the General Fund Dated April 4 -10, 2023, Check Nos. 43555 – 43603, and EFTs

Future Meeting Attendance Approval: None

ACTION ITEMS

1. Schedule 1 Inspection Summary
2. Resolution No. 04-2023-821 Adopting Water Rates
3. Resolution No. 04-2023-822 Supporting Bureau of Reclamation Grant Application
4. Staffing Needs

INFORMATION ITEMS

External Affairs Update

UNFINISHED BUSINESS

1. Report on Basin Management
2. Report of WQA
3. Report of the Attorney
4. Report of General Manager/Assistant Manager
5. Report of the State Water Contractors

COMMITTEE MEETING REPORTS

DIRECTOR REPORTS ON EVENTS ATTENDED

DIRECTORS COMMENTS

ADJOURNMENT

THIS AGENDA WAS POSTED ON APRIL 6, 2023 AT SGVMWD.
THE NEXT REGULAR BOARD MEETING WILL BE ON MAY 8, 2023.

**MINUTES
BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL
WATER DISTRICT
REGULAR BOARD MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, MARCH 13, 2023
8:00 A.M.**

At 8:01 a.m. on March 13, 2023, the Board of Directors meeting was held in person at the District office, located at 1402 North Vosburg Drive, Azusa, California. While the Boardroom was open for public attendance, the District strongly encouraged attendees wanting to attend the meeting to participate in the meeting virtually through the remote Zoom link provided below. Attendees in person were asked to please maintain appropriate social distancing to the extent feasible (i.e., maintain a six-foot distance between yourself and other individuals). Face coverings were encouraged but not required for attendees.

<https://us02web.zoom.us/j/89013306120?pwd=SUZJRzFFSDRXUVVTY0NhOXQ0c1I6QT0>

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PLEDGE OF ALLEGIANCE

CALL TO ORDER:

President Paulson called the meeting to order at 8:01 a.m.

ROLL CALL:

Directors present at Roll Call: Eng, Knoles, Paulson, Placido, Prince

ALSO PRESENT:

Darin Kasamoto, General Manager; Steve Kiggins, Assistant General Manager; Linda Esquivel, Executive Assistant; Gigi Jarmin, Accounting Specialist; Evelyn Reyes, External Affairs Manager; Albert Lu, External Affairs Assistant; Jim Ciampa Lagerlof LLP; Thomas Love, Upper San Gabriel Valley Municipal Water District

Via telephone/Zoom: Dave DePinto, DMCI; Melissa Barbosa, City of Azusa; Dennis Ahlen, City of Alhambra; Kelly Gardner, Main San Gabriel Basin Watermaster

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

UPDATES FROM THE CITY REPRESENTATIVE

Thomas Love, General Manager of the Upper San Gabriel Valley Municipal Water District (USGVMWD) welcomed Director Eng to the water family. Mr. Love provided an update on The Metropolitan Water District (MWD) recycled water project. USGVMWD has a new location, and an open house has been scheduled for March 28, 2023; all are invited to attend.

CONSENT CALENDAR:

Minutes of the Regular Board Meeting of February 23, 2023
Minutes of the External Affairs Meeting of February 27, 2023
Financial Statements for February 2023

Disbursements of the Revolving Fund Dated:
February 23, 2023, Check Nos. 12239 – 12243, EFTs, and Wires in the amount of \$55,741.00
March 09, 2023, Check No. 12244 - 12251, EFT, and Wires in the amount of \$55,630.04
March 13, 2023, Check Nos. 12252 – 12254, and Wires in the amount of \$1,748.00

Disbursements of the General Fund Dated:
VOIDED CHECK NOS 43479 and 43480
February 28, 2023, Check Nos. 43481 – 43497, and EFTs in the amount of \$638,007.32
March 13, 2023, Check Nos. 43498 – 43537, in the amount of \$208,205.58

Future Meeting Attendance Approval:
Water Efficiency & Conservation Symposium – Aug. 2-3, Chicago, Ill

On the motion of Director Prince, seconded by Director Placido, and unanimously carried 5-0, the Consent Calendar was approved.

ACTION AGENDA ITEM

PROPOSAL FROM PROVOST & PRITCHARD TO PROVIDE ASSISTANCE IN OBTAINING SUPPLEMENTAL WATER

The General Manager reported in 2017 that the District hired Provost & Pritchard to assist in helping the District find supplemental water sources. The agreement does not include a specific budget, it calls for Provost & Pritchard to work on an “as-needed basis” as directed by the District. The fee schedule has changed but the scope of services will not change.

On motion of Director Eng, seconded by Director Placido, and unanimously carried 5-0, the Proposal for Assistance in Obtaining Supplemental Water Supplies Addendum 1 to CSA dated May 2017 from Provost & Pritchard was approved.

PROPOSAL FROM CIVILTEC ENGINEERING TO EVALUATE AND RECOMMEND STANDBY GENERATOR REPLACEMENT OPTIONS

The Assistant General Manager reported Civiltec Engineering, Inc. was asked to evaluate standby power options at six District facilities. Five of the existing standby generators are at the end of their life span and require replacement. The Riverside Meter Structure currently does not have standby power and the installation of a standby generator at the site was one of seven recommendations in the June 2015 Emergency Preparedness/Repair Study Update prepared by Stetson Engineers. Per a request by former Board President Wong, Civiltec will include in its work an evaluation of the feasibility of non-carbon-emitting standby power options.

On motion of Director Knoles, seconded by Director Placido, and unanimously carried 5-0, the proposal from Civiltec Engineering to evaluate and recommend standby generator replacement options, with a project budget not to exceed \$23,460.00, was approved.

PROPOSAL FROM CIVILTEC ENGINEERING, INC. TO DEVELOP A HYDRAULIC MODEL AND TRANSIENT WAVE ANALYSIS

The Assistant General Manager reported the Devil Canyon-Azusa Pipeline has been in service for almost fifty years and valves throughout the system need replacement. Civiltec Engineering, Inc. was asked to evaluate the Devil Canyon-Azusa Pipeline pressure-reducing stations and make recommendations for their rehabilitation. The first step requires the development of a hydraulic model to determine how station configuration/valve changes would affect the system.

On motion of Director Eng, seconded by Director Placido, and unanimously carried 5-0, the proposal from Civiltec Engineering, Inc. to develop a hydraulic model and transient wave analysis for a budget not to exceed \$181,810.00 was approved.

INFORMATION ITEMS

EXTERNAL AFFAIRS

External Affairs Report in Agenda Packet.

Ms. Reyes reported the District's annual legislative trip to Sacramento is scheduled for Tuesday, March 14, 2023. Director Knoles, Director Placido, Director Prince, Assistant General Manager Steve Kiggins, and Ms. Reyes are scheduled to meet with Senator Maria Elena Durazo, Senator Anthony Portantino, Senator Susan Rubio, Assemblymember Chris Holden, Assemblymember Mike Fong, and Assemblywoman Blanca Rubio. The District sent a letter of support for AB 279 (Rubio, Blanca D), which would increase the maximum allowable annual pumping right assessment that may be imposed by the San Gabriel Basin Water Quality Authority to \$20 per acre-foot. Congresswoman Napolitano is meeting with local water agencies on Wednesday, March 15, 2023, at Upper San Gabriel Valley Municipal Water District.

The Irrigation Direct Install Program continues to have consistent activity even with the recent rainfall. The District is participating in several events in April and May.

UNFINISHED BUSINESS

REPORT ON BASIN MANAGEMENT

Director Placido reported the request to execute an Extension Agreement for the City of South Pasadena for the Producer Cyclic Storage Account was discussed.

REPORT OF WQA

Director Paulson reported AB 279, as discussed previously, as authored by Assemblymember Rubio, has complete buy-in from all producers in the valley. Also, WQA has filed a lawsuit in US District Court in South Carolina against Dupont, 3M, and other manufacturers of PFAS.

REPORT OF THE ATTORNEY

Legal Counsel Ciampa reported on the pending multi-district litigation in South Carolina regarding PFAS. He stated that litigation will have several initial bellwether trials that will start later this year, which will help establish the liability of the manufacturers. He also reported he has reviewed almost 2,700 Bills that were introduced in the California Legislature. He is keeping an eye on a couple of water bonds for funding water-related issues and a few on the Brown Act that refer to AB2449 and AB361.

REPORT OF THE GENERAL MANAGER/ASSISTANT GENERAL MANAGER

The General Manager's written report is in the Agenda Packet.

The General Manager reported two grant applications were submitted, a state grant in the amount of \$5 million for turf rebates, and a Bureau of Reclamation grant to help fund 50% of a federally approved recycled water feasibility study. A potential third grant for funding the Foothill Water Coalition through the Bureau of Reclamation is in the works.

The Auditors have completed their 3-year engagement and an RFP was mailed to 5 firms for the next 3-year audit engagement. The new firm will be selected at the April Board Meeting.

The Assistant General Manager's written report is in the Agenda Packet.

The Assistant General Manager reported the San Gabriel Flow Control Structure 30" Ball Valve has been released from production and is scheduled to arrive on July 10, 2023. The Pratt Valve distributor has not been able to secure a firm delivery date for the Hydroelectric Facility 24" Butterfly Valve.

The glyphosate (Roundup) concerns from Director Knoles were addressed by the Assistant General Manager. Director Knoles is not ok with any type of herbicides/poison being applied to the environment.

REPORT OF THE STATE WATER CONTRACTORS

The General Manager's written report is on the Agenda Packet. The General Manager reported on February 22, 2023, the State Water Project allocation was increased from 30% to 35%. This allocation was based on up-to-date reservoir storage levels and the January 1, 2023 snowpack levels. This allocation was made prior to the large precipitation that occurred in late February: it should be expected that the allocation will increase in March. Unfortunately, Article 21 water is available but because there is so much local water, L A County has nowhere to put the water.

COMMITTEE MEETING REPORTS

The Minutes of the External Affairs Committee Meeting of February 27, 2023 are in the agenda packet.

DIRECTOR REPORTS ON EVENTS ATTENDED

None.

DIRECTOR COMMENTS

Director Knoles said it was good to see Thomas Love.

Director Placido commented that he is the governing board representative for the San Gabriel Valley Council of Governments this year and that the meetings, beginning this week will, be conducted in person.

ADJOURNED at 9:27 A.M.

There being no further business, upon motion made, seconded, and carried unanimously, the meeting was duly adjourned at 9:27 a.m. The next Regular Board Meeting of the San Gabriel Valley Municipal Water District will be on April 10, 2023, at 8:00 a.m.

President

ATTEST:

Secretary

**MINUTES
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
SPECIAL MEETING OF THE ADMINISTRATIVE/FINANCE COMMITTEE
THURSDAY, APRIL 6, 2023
9:00 A.M.**

The meeting was called to order at 9:00 a.m.

ROLL CALL: Director Eng, Director Knoles
Darin Kasamoto-General Manager

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

There were no public comments.

1. Replacement Water and RDA Rate – After review of current and forecasted DWR water transportation costs. The Committee recommends that the rate be set at \$220 per ac-ft for 2023-2024 and \$240 for 2024-2025. The Committee will recommend adoption of a Resolution at the next Board Meeting.
2. Filling Vacant External Affairs Specialist Position – After review of the salary structure of the position and the current costs paid to consultants, the Committee will recommend approval for filling the vacant position.

ADJOURNMENT

Committee Adjourned at 10:05 a.m.

San Gabriel Valley Municipal Water District
Balance Sheet
As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1001 · General Fund Bank of America	1,675,419.42
1005 · Revolving Cash Fund	147,215.92
1008 · Petty Cash	442.00
1009 · LAIF	17,698,509.75
1009.01 · LAIF FMV Adjustment	-232,061.50
1011 · UBS Resource Management Account	
1012 · Cash with Broker	17,242.19
1013 · Certificates of Deposit	9,623,428.66
Total 1011 · UBS Resource Management Account	9,640,670.85
1014 · UBS Accrued Interest	-18,899.36
Total Checking/Savings	28,911,297.08
Accounts Receivable	
1603 · Accounts Receivable	-1,004.19
Total Accounts Receivable	-1,004.19
Other Current Assets	
1605 · Taxes Receivable	-0.34
1606 · Interest Receivable	5,891.54
1620 · Prepaid Expenses	129,398.13
1660 · Water Inventory	634,666.41
Total Other Current Assets	769,955.74
Total Current Assets	29,680,248.63
Fixed Assets	
1701 · State Water Project Engineering	156,789.28
1702 · State Water Prj Wtr Cntrct Pmts	5,627,376.00
1703 · Accum Ammort - State Water Proj	-4,603,235.25
1801 · Pipeline	26,742,615.16
1830 · Accum Depreciation - Pipeline	-16,895,813.48
1840 · SCADA Telemetry	49,492.08
1841 · Accum Depreciation -SCADA	-9,175.45
1750 · SCADA 2013	884,531.22
1851 · Accum Depreciaton - SCADA 13	-746,218.40
1901 · Land	735,931.46
1902 · Buildings	2,322,562.42
1903 · Accum Depr - Buildings	-2,313,677.49
1904 · Furniture and Fixtures	173,585.69
1905 · Accum Depr - Furn and Fixtures	-160,353.89
1907 · Vehicles	257,156.24
1908 · Accum Depr - Vehicles	-175,830.68
1910 · Pipeline Misc Equipment	225,581.49
1911 · Accum Depr - Pipeline Misc Equi	-90,218.89
1920 · Construction in Process	
1920.06 · Condition Assessment Project	1,137,677.67
1920.05 · HydroElectric Facility San Dima	1,455.40
1920.02 · CIP - Scada	11,157.83
1920.04 · Hydro Elec Generator Expansion	950,782.80
1920 · Construction in Process - Other	141,812.35
Total 1920 · Construction in Process	2,242,886.05
1921 · Capital Expenditures	
1921.07 · SanDimas Hydro Deflec Batteries	35,595.25
1921.05 · Computer	6,198.90
1921.03 · Roof	58,390.47
1921.04 · Repaving	3,950.00
Total 1921 · Capital Expenditures	104,134.62

San Gabriel Valley Municipal Water District
Balance Sheet
As of March 31, 2023

	Mar 31, 23
1916 · A/D Computers	-4,166.69
1917 · A/D Paving	-922.16
1918 · A/D San Dimas Hydro	-10,978.57
1922 · A/D Roof	-16,784.60
Total Fixed Assets	14,495,266.16
Other Assets	
1998.99 · Deferred Outflows -OPEB	201,703.00
1999.99 · 1999.Deferred Outflows of Res	618,162.00
1931 · City Of Monterey Park Loan 2021	4,000,000.00
1932 · City Of Sierra Madre 2020 Loan	2,499,937.00
Total Other Assets	7,319,802.00
TOTAL ASSETS	51,495,316.79
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2001 · Accounts Payable	98,361.60
Total Accounts Payable	98,361.60
Other Current Liabilities	
2010 · Accrued Payroll - V&SL	371,199.14
24000 · Payroll Liabilities	53.90
Total Other Current Liabilities	371,253.04
Total Current Liabilities	469,614.64
Long Term Liabilities	
1698.99 · Deferred Inflows- OPEB	746,998.00
2219.99 · Net Pension Liability	2,355,085.00
1699.99 · Deferred Inflow of Resources	298,520.00
2209 · Other Post-Employment Benefits	5,611,986.89
Total Long Term Liabilities	9,012,589.89
Total Liabilities	9,482,204.53
Equity	
2301 · Fund Balance	4,524,449.82
2302 · San Bernardino Contribution	1,781,730.83
2970 · Retained Earnings	34,917,680.88
2973 · Contribution Aid Capital	1,280,323.11
Net Income	-491,072.38
Total Equity	42,013,112.26
TOTAL LIABILITIES & EQUITY	51,495,316.79

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
March 2023

	Mar 23	Budget	Jul '22 - Mar 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
General Operations					
3002 · Property Tax Revenue	28,392.13	408,333.00	2,966,633.12	3,674,997.00	4,900,000.00
3003 · Water Sales	15,468.00	166,667.00	718,266.00	1,500,003.00	2,000,000.00
3004 · Interest Income	0.00	11,250.00	227,359.42	101,250.00	135,000.00
3005 · Ready to Serve Revenue	770.00	990.00	8,690.00	8,910.00	11,880.00
3006 · RDA Prop Tax Trust Fund Alloc	0.00	83,333.00	915,905.43	749,997.00	1,000,000.00
3008 · SBVMWD Pipeline Maintenance Rev	0.00	2,500.00	0.00	22,500.00	30,000.00
3016 · Unrealized Gain (Loss) on Inves	0.00		-82,433.20	0.00	0.00
Total General Operations	44,630.13	673,073.00	4,754,420.77	6,057,657.00	8,076,880.00
Restricted Revenue - SWP					
3306 · Tax Revenue - State Water Proje	44,095.55	766,667.00	5,902,571.89	6,900,003.00	9,200,000.00
Total Restricted Revenue - SWP	44,095.55	766,667.00	5,902,571.89	6,900,003.00	9,200,000.00
3401 · Grants-St Wtr Board&Reclamation	0.00		0.00	0.00	0.00
Total Income	88,725.68	1,439,740.00	10,656,992.66	12,957,660.00	17,276,880.00
Gross Profit	88,725.68	1,439,740.00	10,656,992.66	12,957,660.00	17,276,880.00
Expense					
Unrestricted G.O. Expenses					
4001 · Director Fees	1,600.00	2,917.00	14,800.00	26,253.00	35,000.00
4010 · Salaries- Administrative	23,371.20	24,822.00	213,543.20	223,398.00	297,864.00
4014 · Field Supervision	15,398.40	16,055.00	136,925.60	144,495.00	192,665.00
4020 · Salaries Office	17,030.63	18,265.00	156,967.31	164,385.00	219,180.00
4021 · External Affairs Wages	10,548.80	11,144.00	95,532.71	100,296.00	133,726.00
4022 · Part Time Employee	1,212.50	1,226.00	3,773.00	11,034.00	14,717.00
4027 · Office Supplies - Equipment Mai	3,127.06	3,667.00	21,468.87	33,003.00	44,000.00
4028 · Water Forum	0.00		99.99		
4029 · Election Expenses	0.00	10,322.00	0.00	92,898.00	123,864.00
4031 · Legal Services	1,750.00	4,167.00	17,920.00	37,503.00	50,000.00
4032 · State Water Contract Services	4,769.55	3,333.00	28,087.35	29,997.00	40,000.00
4033 · Public Relations	14,193.69	11,250.00	68,018.53	101,250.00	135,000.00
4034 · Governmental Relations Consulti	8,000.00	8,000.00	72,000.00	72,000.00	96,000.00
4035 · Consulting & Engineering Expens	61,153.78	187,667.00	271,430.69	1,689,003.00	2,252,000.00
4036 · Medicare Tax Expense	1,307.52	1,500.00	11,788.11	13,500.00	18,000.00
4039 · PERS - Retirement Expenses	27,072.77	70,833.00	748,075.74	637,497.00	850,000.00
4040 · Social Security Tax Expense	5,590.71	4,917.00	39,310.00	44,253.00	59,000.00
4041 · State Compensation Fund	1,142.22	1,500.00	13,881.15	13,500.00	18,000.00
4042 · State Unemployment Insurance Ta	44.99	134.00	978.76	1,206.00	1,605.00
4043 · Health Insurance Expense	28,039.70	32,000.00	270,554.25	288,000.00	384,000.00
4044 · Dental/ Vision Benefit Expense	421.00	7,667.00	51,254.12	69,003.00	92,000.00

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
March 2023

	Mar 23	Budget	Jul '22 - Mar 23	YTD Budget	Annual Budget
4045 · Insurance - Liability, Casualty	0.00	3,750.00	39,925.87	33,750.00	45,000.00
4046 · Blue Cross Employee Reimburseme	7,452.69	6,667.00	86,704.91	60,003.00	80,000.00
4048 · Life Insurance	323.40	300.00	3,027.60	2,700.00	3,600.00
4050 · Dues and Associations	10,883.12	7,917.00	68,010.23	71,253.00	95,000.00
4051 · Travel and Conferences -Dir	1,212.30	2,083.00	4,072.86	18,747.00	25,000.00
4052 · Publications and Periodicals	0.00	25.00	69.95	225.00	300.00
4053 · State Water Contractors Audit	0.00	833.00	9,804.00	7,497.00	10,000.00
4054 · Financial Audit Expense	0.00	1,667.00	18,705.00	15,003.00	20,000.00
4055 · Travel & Conference -Staff	1,980.50	2,500.00	14,961.16	22,500.00	30,000.00
4057 · Taxes - Annual Fee	0.00	4,333.00	50,403.52	38,997.00	52,000.00
4058 · Tax Collection Fees	0.00	2,917.00	4,821.55	26,253.00	35,000.00
4059 · Property Tax Expense	0.00	54.00	608.67	486.00	650.00
4060 · Telephone Expense	3,534.01	3,333.00	30,593.38	29,997.00	40,000.00
4061 · Utilities - Gas, Electric, and	1,390.62	1,542.00	14,669.07	13,878.00	18,500.00
4063 · Safety Program	0.00	1,667.00	3,271.10	15,003.00	20,000.00
4065 · Water Conservation/Rebates Prog	3,120.00	20,833.00	117,422.53	187,497.00	250,000.00
4067 · OPEB -Other Post Employment Ben	23,333.33	40,000.00	409,999.97	360,000.00	480,000.00
4090 · SWP Transportation Cost	16,788.31	166,667.00	137,147.93	1,500,003.00	2,000,000.00
4093 · Uniform and Material Rentals	236.42	333.00	1,843.94	2,997.00	4,000.00
4095 · Vehicle Maintenance, Operating	124.44	2,083.00	21,274.36	18,747.00	25,000.00
4096 · Communication Expense	765.69	700.00	6,891.21	6,300.00	8,400.00
4099 · Facility Maintenance	4,370.14	2,500.00	21,175.18	22,500.00	30,000.00
4100 · Salaries - Field Workers	20,075.38	19,737.00	183,673.76	177,633.00	236,844.00
4108 · Grounds Maintenance and Materia	7,113.00	2,750.00	24,259.00	24,750.00	33,000.00
4112 · Depreciation Expense	38,992.00		353,940.00	0.00	0.00
4113 · Pipeline Maintenance & Material	0.00	4,167.00	29,493.29	37,503.00	50,000.00
4114 · SCADA Maintenance	0.00	667.00	8,970.00	6,003.00	8,000.00
4120 · Grants	82,826.37	422,520.00	199,796.08	3,802,680.00	5,070,245.00
Total Unrestricted G.O. Expenses	450,296.24	1,143,931.00	4,101,945.50	10,295,379.00	13,727,160.00
Riverside Facility					
4300 · Salaries - Riverside	555.70	1,337.00	5,450.04	12,033.00	16,043.00
4301 · Riverside Maintenance and Mater	297.50	2,358.00	3,037.04	21,222.00	28,300.00
Total Riverside Facility	853.20	3,695.00	8,487.08	33,255.00	44,343.00
Hydro Expenses					
4402 · Salaries - Hydro	214.42	758.00	423.78	6,822.00	9,092.00
4403 · Hydro Maintenance Materials	0.00	1,125.00	1,440.00	10,125.00	13,500.00
4406 · Hydro So Cal Edison (8800)	0.00	433.00	3,079.11	3,897.00	5,200.00
Total Hydro Expenses	214.42	2,316.00	4,942.89	20,844.00	27,792.00
Restricted Expense					
4510 · State Project Expense	592,078.00	641,667.00	6,993,930.00	5,775,003.00	7,700,000.00
4511 · State Project Amortization	8,034.00	8,083.00	72,306.00	72,747.00	97,000.00

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
March 2023

	Mar 23	Budget	Jul '22 - Mar 23	YTD Budget	Annual Budget
4591 · State Project Cost of Water Adj	3,297.00		-34,900.00	0.00	0.00
Total Restricted Expense	603,409.00	649,750.00	7,031,336.00	5,847,750.00	7,797,000.00
66000 · Payroll Expenses	165.57		169.17	0.00	0.00
Total Expense	1,054,938.43	1,799,692.00	11,146,880.64	16,197,228.00	21,596,295.00
Net Ordinary Income	-966,212.75	-359,952.00	-489,887.98	-3,239,568.00	-4,319,415.00
Other Income/Expense					
Other Expense					
6001 · COVID-19 Expense	0.00		1,184.40	0.00	0.00
Total Other Expense	0.00		1,184.40	0.00	0.00
Net Other Income	0.00		-1,184.40	0.00	0.00
Net Income	-966,212.75	-359,952.00	-491,072.38	-3,239,568.00	-4,319,415.00

SAN GABRIEL MUNICIPAL WATER DISTRICT

REVOLVING FUND RECAP

March 23, 2023

Check No.	Date	Description	Amount
12255-12259	03/23/23	Payroll Expense	\$ 29,941.73
EFT	03/23/23	Payroll Expense - PERS	\$ 7,857.78
Wires	03/23/23	Federal & State Payroll Taxes	\$ 17,076.30
EFT	03/23/23	State Compensation Insurance	\$ 1,142.22
March 23, 2023 GRAND TOTAL DISBURSEMENTS.....			<u>\$ 56,018.03</u>

REVOLVING FUND RECAP

April 06, 2023

Check No.	Date	Description	Amount
12260-12264	04/06/23	Payroll Expense	\$ 29,911.31
EFT	04/06/23	Payroll Expense - PERS	\$ 7,857.78
Wires	04/06/23	Federal & State Payroll Taxes	\$ 17,065.72
12265	04/06/23	Azusa Light & Water	\$ 97.31
12266	04/06/23	Frontier	\$ 308.09
12267	04/06/23	The Gas Company	\$ 59.62
12268	04/06/23	Verizon Wireless	\$ 360.31
April 06, 2023 GRAND TOTAL DISBURSEMENTS.....			<u>\$ 55,660.14</u>

REVOLVING FUND RECAP

April 10, 2023

Check No.	Date	Description	Amount
12269	04/10/23	Bruce H Knoles	\$ 532.70
12270	04/10/23	Mark R Paulson	\$ 731.60
12271	04/10/23	Michael F Eng	\$ 731.60
Wires	04/10/23	Federal & State Payroll Taxes	\$ 407.60
April 10, 2023 GRAND TOTAL DISBURSEMENTS.....			<u>\$ 2,403.50</u>

San Gabriel Valley Municipal Water District

Transactions by Account

04/06/23

As of March 31, 2023

Accrual Basis

Type	Date	Num	Name	Amount
1001 - General Fund Bank of America				
Bill Pmt -Check	03/17/2023	EFT	BeniComp (Corp)	-3,210.31
Bill Pmt -Check	03/24/2023	EFT	BeniComp (Corp)	-127.65
Bill Pmt -Check	03/28/2023	EFT	BeniComp (Corp)	-2,323.03
Bill Pmt -Check	03/29/2023	EFT	BeniComp (Corp)	-5.55
Bill Pmt -Check	03/30/2023	EFT	BeniComp (Corp)	-2,162.75
Bill Pmt -Check	03/27/2023	43538	C V Strategies (Corp)	-2,100.00
Bill Pmt -Check	03/27/2023	43539	Canyon City Prinitng, Inc (Corp)	-177.50
Bill Pmt -Check	03/27/2023	43540	Cash Revolving Fund	-70,000.00
Bill Pmt -Check	03/27/2023	43541	CAT Specialities, Inc.	-668.06
Bill Pmt -Check	03/27/2023	43542	Civiltec Inc (Corp)	-3,619.20
Bill Pmt -Check	03/27/2023	43543	DWR	-592,078.00
Bill Pmt -Check	03/27/2023	43544	EcoTech Services, Inc	-1,330.00
Bill Pmt -Check	03/27/2023	43545	Frontier	-444.22
Bill Pmt -Check	03/27/2023	43546	Leo's Tree Service & Maintenance, Inc	-3,700.00
Bill Pmt -Check	03/27/2023	43547	Petty Cash	-196.26
Bill Pmt -Check	03/27/2023	43548	SCE	-316.95
Bill Pmt -Check	03/27/2023	43549	Shell - Wex Bank	-124.44
Bill Pmt -Check	03/27/2023	43550	Sparkletts	-62.95
Bill Pmt -Check	03/27/2023	43551	Stanley Convergent Security Solution...	-628.05
Bill Pmt -Check	03/27/2023	43552	Stetson Engineers, Inc.	-3,475.75
Bill Pmt -Check	03/27/2023	43553	US Postmaster	-332.00
Bill Pmt -Check	03/27/2023	43554	Verizon Wireless (M2M)	-798.33
Total 1001 - General Fund Bank of America				-687,881.00
TOTAL				-687,881.00

San Gabriel Valley Municipal Water District

04/06/23

Transactions by Account

Accrual Basis

As of April 10, 2023

Type	Date	Num	Name	Amount
1001 - General Fund Bank of America				
Bill Pmt -Check	04/05/2023	EFT	ExxonMobil	-1,434.94
Bill Pmt -Check	04/04/2023	EFT	BeniComp (Corp)	-44.40
Bill Pmt -Check	04/10/2023	43555	ACWA JPIA Medical/Life	-29,353.21
Bill Pmt -Check	04/10/2023	43556	ATT	-106.75
Bill Pmt -Check	04/10/2023	43557	Azusa Light & Water	-1,138.71
Bill Pmt -Check	04/10/2023	43558	Battery Sales Unlimited	-965.33
Bill Pmt -Check	04/10/2023	43559	BOA-Visa	-5,679.36
Bill Pmt -Check	04/10/2023	43560	Brightwood Elementary School	-1,000.00
Bill Pmt -Check	04/10/2023	43561	Bucknam & Associates Inc. (Corp)	-5,960.00
Bill Pmt -Check	04/10/2023	43562	California Advocates, Inc. (Corp)	-16,115.50
Bill Pmt -Check	04/10/2023	43563	California Underground Facilities	-84.08
Bill Pmt -Check	04/10/2023	43564	Canyon City Prinitng, Inc (Corp)	-8,331.59
Bill Pmt -Check	04/10/2023	43565	Cash Revolving Fund	-70,000.00
Bill Pmt -Check	04/10/2023	43566	Catalyst San Gabriel Valley	-1,875.00
Bill Pmt -Check	04/10/2023	43567	Cell Business Equipment	-311.19
Bill Pmt -Check	04/10/2023	43568	Cintas	-424.45
Bill Pmt -Check	04/10/2023	43569	City Sierra Madre	-16,125.00
Bill Pmt -Check	04/10/2023	43570	Civic Publications (Corp)	-4,987.00
Bill Pmt -Check	04/10/2023	43571	D.H. Maintenance Services	-210.00
Bill Pmt -Check	04/10/2023	43572	David Rawson	-275.00
Bill Pmt -Check	04/10/2023	43573	DePinto Morales Communications, Inc.	-17,770.57
Bill Pmt -Check	04/10/2023	43574	DigAlert (Corporation)	-188.50
Bill Pmt -Check	04/10/2023	43575	DWR	-3,297.00
Bill Pmt -Check	04/10/2023	43576	Eaton Corporation	-1,822.43
Bill Pmt -Check	04/10/2023	43577	Fish N Weeds (Corp)	-1,622.00
Bill Pmt -Check	04/10/2023	43578	Frontier	-226.75
Bill Pmt -Check	04/10/2023	43579	G3LA, LLC	-1,500.00
Bill Pmt -Check	04/10/2023	43580	Glendora Trophy & Engraving Co.	-47.96
Bill Pmt -Check	04/10/2023	43581	Grainger (Corp)	-276.87
Bill Pmt -Check	04/10/2023	43582	Greater Monterey Park Chamber of C...	-500.00
Bill Pmt -Check	04/10/2023	43583	Hazen and Sawyer	-27,214.83
Bill Pmt -Check	04/10/2023	43584	Leo's Tree Service & Maintenance, Inc	-1,150.00
Bill Pmt -Check	04/10/2023	43585	Linda S Glau, CPA	-312.50
Bill Pmt -Check	04/10/2023	43586	Maria Jarmin	-63.40
Bill Pmt -Check	04/10/2023	43587	Mark Keppel High School	-1,000.00
Bill Pmt -Check	04/10/2023	43588	Mark Paulson (Expense)	-66.81
Bill Pmt -Check	04/10/2023	43589	Michael F Eng (Expense)	-78.61
Bill Pmt -Check	04/10/2023	43590	Mission ACE Hardware (Corp)	-125.68
Bill Pmt -Check	04/10/2023	43591	Monterey Highlands Elementary School	-1,500.00
Bill Pmt -Check	04/10/2023	43592	Northrup Elementary School	-1,000.00
Bill Pmt -Check	04/10/2023	43593	Public Water Agencies Group (PWAG)	-1,838.75
Bill Pmt -Check	04/10/2023	43594	Securitas Technology Corporation	-709.02
Bill Pmt -Check	04/10/2023	43595	Sierra Madre Elementary PTA	-1,500.00
Bill Pmt -Check	04/10/2023	43596	Sierra Madre Elementary School	-1,500.00
Bill Pmt -Check	04/10/2023	43597	Stetson Engineers, Inc.	-7,723.00
Bill Pmt -Check	04/10/2023	43598	The Gas Company	-50.35
Bill Pmt -Check	04/10/2023	43599	Thinking Green Consultants	-1,790.00
Bill Pmt -Check	04/10/2023	43600	Three Valleys Municipal Water District	-150.00
Bill Pmt -Check	04/10/2023	43601	Verizon Business Services	-590.48
Bill Pmt -Check	04/10/2023	43602	Western Pest Control Specialists, Inc.	-168.00
Bill Pmt -Check	04/10/2023	43603	Winston Yan	-24.25
Total 1001 - General Fund Bank of America				-240,229.27
TOTAL				-240,229.27

VISA Recap
February 21, 2023 - March 20, 2023

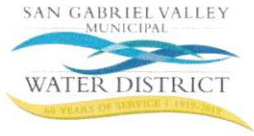
2/20/2023	Office Supply			\$25.23								\$25.23
2/28/2023	Office Supply	Clear Choice Technical	Maintenance 2 Laser Printers	\$250.00								\$250.00
2/28/2023	Office Supply	EIG Constant Contact	Annual Membership	\$552.50								\$552.50
3/1/2023	Office Supply	Google	Workspace	\$78.00								\$78.00
3/1/2023	Facilities Maintenance	Gatehouse Supplies	Gate Keypad	\$130.16								\$130.16
3/17/2023	Facilities Maintenance	Gatehouse Supplies	Gate Keypad	-\$130.16								-\$130.16
3/2/2023	Office Supply	Canva	Social Media	\$15.08								\$15.08
3/3/2023	Office Supply	Intuit Payroll	Monthly Subscription	\$55.00								\$55.00
3/6/2023	Staff	Sac Trip-Legislature Visit	Airfare - S Kiggins, E Reyes	\$538.96	Airfare	\$538.96						\$1,077.92
	Director Travel	Sac Trip-Legislature Visit	Airfare - S Placido, M Prince, B Knoles	\$538.96	Airfare	\$538.96	Airfare	\$538.96				\$1,616.88
3/7/2023	Director Travel	2023 SGV Economic Forecast Summit	M Eng - Registration	\$100.00								\$100.00
3/10/2023	Office Supply	Apple.com	icloud Storage	\$2.99								\$2.99
3/13/2023	Office Supply	Board Meeting	Brkfst - Krispy Kreme	\$18.49								\$18.49
3/14/2023	Staff	Sac Trip-Legislature Visit	Uber	\$105.05								\$105.05
3/15/2023	Staff	Sac Trip-Legislature Visit	Uber	\$41.00								\$41.00
3/15/2023	Office Supply	Amazon	Laser Printer	\$152.72								\$152.72
3/16/2023	Facilities Maintenance	Amazon	Bucket Pump for 5 Gallon Pails	\$45.18								\$45.18
3/16/2023	Staff	Alliance for Water - E Reyes	Conference	\$375.00	Airfare	\$464.18						\$839.18
3/17/2023	Office Supply	Zoom.com	Monthly Subscription	\$31.98								\$31.98
3/18/2023	Office Supply	Amazon	2 New Laser Printers	\$669.17								\$669.17
3/18/2023	Office Supply	Apple.com	Icloud Storage	\$2.99								\$2.99
												\$0.00
			Total	\$3,598.30		\$1,542.10		\$538.96		\$0.00	Total Due	\$5,679.36

AGENDA ACTION ITEM NO. 1

SCHEDULE 1 INSPECTION SUMMARY

RECOMMENDED ACTION: None, information only.

BACKGROUND: Civiltec Engineers will provide a summary of the findings on the recent Schedule 1 Pipeline Inspection.



DCAP Pipeline Post Inspection Recommendations Memorandum

San Gabriel Valley Municipal Water District
1402 E Vosburg Dr
Azusa, CA 91702

March 9, 2023

Attention: Mr. Kiggins | Assistant General Manager

Subject: DCAP Pipeline Post Inspection Project Summary

Dear Mr. Kiggins:

This Technical Memorandum (TM) is provided to summarize findings from DCAP Pipeline internal inspections, inspection contractor recommendations, and Civiltec Engineering Inc recommendations for the pipeline's future rehabilitation/evaluations.

INTRODUCTION

Background

The San Gabriel Valley Municipal Water District (SGVMWD) Devil Canyon-Azusa Pipeline (DCAP) Condition Assessment Project recently performed internal electromagnetic pipeline, video, leak detection inspections to the Schedule-1 segment of the DCAP pipeline by a contractor, PICA Corporation (PICA), with technical expertise in this field. PICA has provided a report of the pipeline condition assessment conclusions and recommendations for repair and continued periodic inspections.

SGVMWD considers this project to be a pilot test to evaluate the accuracy and value in this type of inspection for consideration of inspecting their remaining 32 miles pipeline inventory.

Purpose

The purpose of this TM is to summarize recent DCAP Schedule-1 pipeline inspection reports and recommendations provided by PICA Corporation. This TM evaluates the inspection reports and provides recommendations for validating the PICA identified corrosion sites in the pipeline, scheduling pipeline inspections/repairs and future continued pipeline inspection.

RFT IDENTIFIED DISTRESSED ZONES AND RATE OF CORROSION

The electromagnetic internal pipeline inspections known as Remote Field Technology (RFT) were used to identify distressed pipeline zones that correspond to lengths of piping where the steel cylinder has loss due to corrosion.



Distressed Pipeline Zones: RFT inspection identified eighty-three distressed pipeline zones. Overall section losses were less than 7-inches and the average remaining wall thickness was estimated at 74.8%. The minimum wall thickness was estimated at 55%.

Broken Bars: The RFT inspections identified no broken bars among the distressed pipeline zones.

Non-distressed Pipeline Zones: Structural evaluation of pipeline zones not identified as distressed were evaluated as satisfying the requirements of AWWA M-9 manual for concrete pressure pipe and AWWA C303 manual for bar-wrapped steel cylinder pipe.

Rate of Corrosion: The rate of corrosion was estimated assuming corrosion began immediately upon pipeline installation and a conservative estimate assuming corrosion began only 10 years ago. The estimate rate of corrosion of the cylinder thickness ranged from 0.001 inches/year to 0.006 inches/year and up to 0.75 inches/year along the length of the pipe.

LIMIT STATES

Limit states or thresholds of failure were used to evaluate in risk curves as follows:

- 1) **Serviceability Limit State:** The serviceability limit state curve is developed by determining, for each length of corroded bars and steel cylinder, the maximum pressure that when applied to the pipe along with earth load would result on the following:
 - a. Onset of visible cracking on mortar considering a corroded steel model with metal loss with fully composite pipe section properties of the pipe for the initial 8 inches of corroded bars and steel cylinder
 - b. Onset of visible cracking of the concrete core (with no contribution of the mortar coating) for lengths of corroded bars and steel cylinder longer than 48 inches.
 - c. Linear interpolation in between.
- 2) **Damage Limit State:** The damage limit state curve is used for the post-cracking state of the pipe and determined by the minimum envelope of pressures that when applied to the pipe along with the gravity loads (e.g., earth load, pipe weight, and fluid weight) result in reaching the following failure conditions:
 - a. A condition of corroded bars and steel cylinder that reaches yielding when subjected to a circumferential stress state due to internal pressure.
 - b. A condition of corroded bars and steel cylinder within a pipe bulge that reaches yielding when subjected to both circumferential and longitudinal stress state due to internal pressure acting in the bulge.
- 3) **Strength Limit State:** The strength limit state curve is determined as the pressure that



when applied to the pipe along with the gravity loads (e.g., earth load, pipe weight, and fluid weight) reaches the addition of the following failure modes:

- a. The minimum between punching shear and block arching failure of the cracked core.
- b. The minimum between corroded bars reaching yielding capacity plus corroded steel cylinder reaching ultimate capacity or corroded bars reaching ultimate capacity plus corroded steel cylinder reaching yielding capacity.

The strength limit state is developed for two conditions, one with and the other without consideration of the passive resistance of the surrounding soil in the pipe.

REPAIR PRIORITIES

Repair priority categories were developed based on serviceability, damage, and strength limit states on the risk curve plots of pressure and corroded lengths of bars and steel cylinder into repair priority zones. Four repair priority categories were used, with category 1 having a two part A and B as follows:

- 1) **Repair Priority-1 (RP-1)**: This repair category is divided into two parts:
 - a. **RP-1A**: The maximum pressure exceeds the ultimate strength limit state with soil resistance to outward expansion of the pipe. A pipe in this category is not safe and should not be relied upon to operate for any length of time, and should be repaired immediately.
 - b. **RP-1B**: The maximum pressure exceeds the ultimate strength limit state with soil resistance to outward expansion of the pipe. A pipe in this category is not safe and should not be relied upon to operate for any length of time, and should be repaired immediately.
- 2) **Repair Priority-2 (RP-2)**: The maximum pressure in the pipe exceeds the damage limit state but is less than the pressure that exceeds the ultimate strength limit state (Priority 1). In general, repair should be performed based on the time period needed to reach from the inspected state to the strength limit state curve, but not more than five years, accounting for all the uncertainties in the electromagnetic inspection and risk analysis.
- 3) **Repair Priority-3 (RP-3)**: The maximum pressure in the pipeline exceeds the serviceability limit state but is less than the pressure that exceeds the damage limit state. The failure of the pipe, if it occurs at all, is after a much longer time period than in Priority-2. The pipe should be monitored periodically, i.e., electromagnetically inspected on a five-year inspection cycle.
- 4) **Repair Priority-4 (RP-4)**: The maximum pressure in the pipe is less than the serviceability



limit state. The failure of the pipe is not expected, and monitoring should be limited to infrequent inspections.

RISK ANALYSIS PRESSURE THRESHOLDS OF EVALUATION

The Risk Analysis considered four pressure thresholds of evaluation as follows:

- 1) Design Working Pressure
- 2) HGL Working Pressure
- 3) Design Working-Plus-Transient Pressure
- 4) HGL Working-Plus-Transient Pressure

Essentially the analysis considered design working pressure of the pipe vs the hydraulic grade line working pressure. Design working pressure is determined based on the piping material properties and its depth of bury below grade. The hydraulic grade line pressure is determined based the elevation the water would rise to in a vertical tube at that location on the pipeline, aka head, measured in feet or psi.

For both design working pressure and the hydraulic grade line the analysis considered each with a transient wave pressure to develop pressure thresholds 3 and 4 listed above. A transient wave is a phenomenon that instigates a pressure wave, which travels back through pipes, causing hydraulic transients or water hammer. This is often generated from the rapid closing of a valve and can momentarily increase pressure in the pipeline. Since no model or data is available of transient wave effects in the DCAP pipeline, a criteria of 1.5 times the working pressure was used in the analysis.

The analysis listed the following tabulated data (Table-3 Loads For Structural Evaluation) for both Design Pressures and hydraulic grade line of the two pressure classes of piping evaluated.

Class	Design Pressures		Maximum HGL Pressures		Maximum Soil Cover (ft)
	Working Pressure (psi)	Working-Plus-Transient Pressure (psi)	Working Pressure (psi)	Working-Plus-Transient Pressure (psi)	
200	200	300	179	269	13
225	225	338	167	251	10

These are the maximum potential pressures calculated in the pipeline. As shown in the table a transient wave has the potential to increase the hydraulic grade line beyond the design working pressure. The 1.5X transient wave factor used is only an estimate and its effects are a function of



the pipeline configuration and operations and will vary greatly at different locations throughout the length of the pipeline.

Not all segments of the pipeline may be subject to the pressure wave equally and some segments may experience little or no effect, therefore it is recommended to have a hydraulic model developed to refine the estimated transient wave effect along the DCAP pipeline. Having the knowledge of pipeline segments that are subject to a transient wave and its multiplier magnitude will aid in prioritizing inspection and refurbishment schedules.

UNCERTAINTY ANALYSIS

This analysis provided a more conservative evaluation looking at the uncertainty in the following three areas:

- Measurement Resolution: Standard deviation 1.5 inches
- RFT Inspection Error: 1.5 inches
- Progression of Corrosion Over Time: 2.2 inches per 5 years

RISK CURVES

Risk Curves relate the length of corroded bars and steel cylinder (x-axis) to the internal pressure in the pipe (y-axis). Three risk curves were developed for the project piping segments as follows:

1. Piping Pressure Class 200 with 7-ft of soil cover
2. Piping Pressure Class 200 with 12-ft of soil cover
3. Piping Pressure Class 225 with 7-ft of soil cover

The Risk Curve analysis looked at the sensitivity to risk under conditions of:

- Design pressure
- Design pressure plus transient wave pressure
- HGL pressure
- HGL pressure plus transient wave pressure
- At time of inspection at design and HGL pressures with and without transient wave pressure
- 5 years out at design and HGL pressures with and without transient wave pressure

RISK ANALYSIS REPORT RECOMMENDATIONS



The Risk Analysis report made the following recommendations:

- Evaluate pipeline operation to avoid placing the pipeline under the static head pressure as it increases the risk of distressed pipe damage and failure.
- Consider performing hydraulic transient analysis to determine the actual maximum pressures in the pipeline, as they significantly affect the repair priorities.
- If there is a potential that the pipeline may be subjected to design pressure (static head), inspect and/or repair Pipes 170, 580 and 1170 as soon as practical, and
- Pipes 510, 940, 1510, 1820, 2690, 2870, 2890, 4030, 4150, and 4750) within a year.
- Consider performing external inspection to validate the RFT inspection results and repair and/or protect from corrosion at least two of the three pipes expected to be in RP1 in five years (Pipes 170, 580 and 1170).
- If results of external inspection are consistent with the RFT inspection results, reinspect pipeline in five years and repair pipes as needed. Otherwise, reinspect the pipeline in three years.



TECHNICAL MEMORANDUM SUMMARY RECOMMENDATIONS

- 1) **Validation of Risk Analysis: Excavate Select Suspect Piping Locations:** To evaluate and validate the Risk Analysis recommendations to “inspect and/or repair” will require excavation of select pipeline sections for external inspection. Visual and electromagnetic, of the select suspect piping sections would allow PICA to adjust (calibrate) their initial estimates wall loss extents in the Risk Analysis report.

Further meeting discussions with PICA recommended excavating two of the risk analysis locations that indicated the most egregious extents of corrosion at sites #940 (Sta 162+37) and #4750 (Sta 308+60, Sta 308+73, Sta 308+76) for validation purposes. Exhibit-1 and Exhibit-2 on the following pages illustrate the locations of sites #940 and #4750 on W. Ladora Ave and E. Lemon Ave.

By selecting the most egregious sites PICA would get the best data for refining the Risk Analysis evaluations of piping locations recommended for inspections/repair. PICA indicated inspecting the joints associated with the subject pipe would be recommended. Additional locations could be selected based the priority listing of the Risk Analysis if desired.

Additionally, PICA can perform non-excavation inspections of the Risk Analysis from inside the pipeline. This method would temporarily remove a circumferential swatch of the interior mortar lining at the suspect location to allow the inspection tool direct contact with the steel cylinder. After inspection the mortar lining would be replaced.

During the PICA review meeting of their final reports they described the excavation/non-excavation procedures for evaluation and “dig sheets” which aid in locating the inspections site. Copies of the PICA reports, tabulated data, presentation, and bulletins are attached to this document.

It is recommended the District consider initiating a project to develop the details of inspection work for validation potentially including:

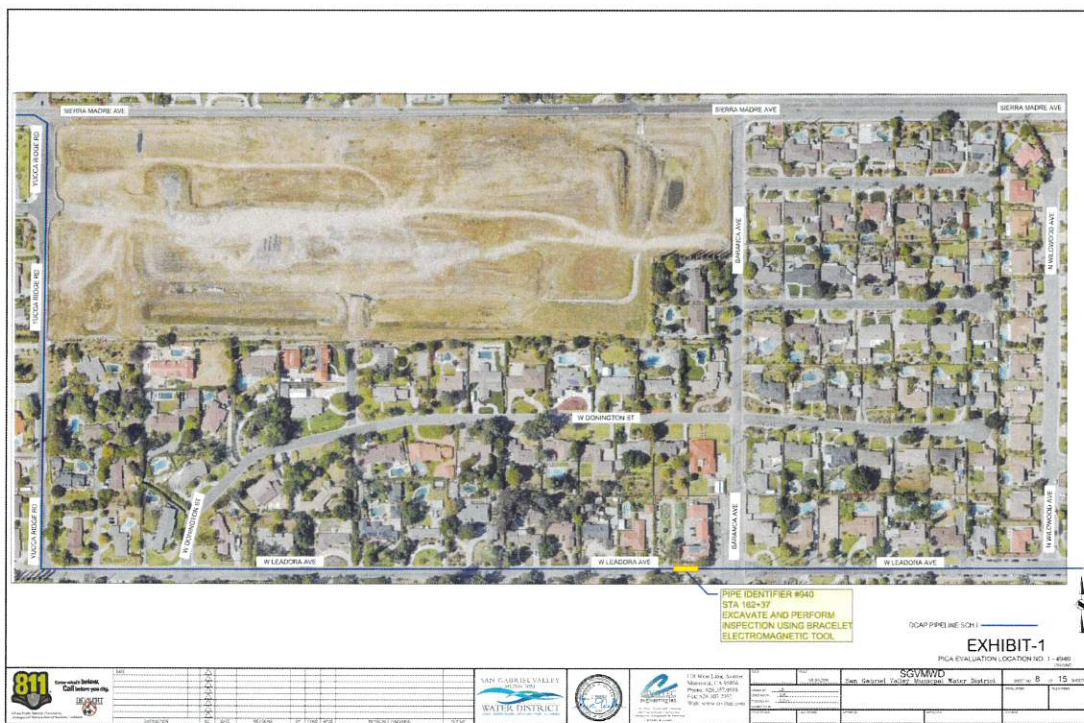
- Develop a Conceptual Work Plan Memorandum:
 - Extents of excavation
 - PICA inspection work
 - External and possibly internal
 - Contingency plans for pipeline repairs
 - Coordination of scheduling with other planned pipeline work (bonding)
 - Coordination of scheduling with District delivery obligations/constraints



- Perform an evaluation of the cost-benefits of foregoing the excavation inspections and expanding the number of locations of internal inspections
- Development of Design Documents Including:
 - Surveying of proposed sites
 - Potholing of existing utilities in potential conflict
 - Traffic control plans
 - City review
 - Cost Estimates
 - Drawings and specifications for General Contractor bids on work
- Project scope and budget for PICA to update their risk analysis data and recommendations



Exhibit-1: PICA Recommended Pipeline Validation Site-1 #940



Handwritten initials

Exhibit-2: PICA Recommended Pipeline Validation Site-2 #4750

DCAP PIPELINE ICH1

EXHIBIT-2
PICA EVALUATION LOCATION NO. 2: #4750

	DATE	TIME	OPERATOR	STATUS	REMARKS

US West Law Office
 Monterey, CA 93940
 Phone: (408) 770-2888
 Fax: (408) 770-2890
 Web: www.uswest.com

San Gabriel Valley Water District
 SOVWVO
 SHEET 8 OF 15

- 2) **Bonding of Unwelded Existing Joints:** The District received recommendations in a 2019 corrosion study to have all unwelded joints in the pipeline internally bonded to provide electrical continuity. Additionally, it was recommended all welded joints be tested internally for continuity as well. Reduced or lack of continuity at a welded joint could lead to inducing corrosion at that location and at a minimum bonding the joint should be considered.

Following bonding and confirming continuity along the pipeline it was recommended a suitable cathodic protection be designed and installed. Design requirements for the pipeline can only be determined based on a post bonding evaluation the continuity measurements.

It is noted the 2019 corrosion study found pipe-to-soil potentials exceeding -350 mV CSE at test stations located at Sta 125+88 and 142+94 indicating active corrosion. Additionally elevated potentials were noted at Sta 144+00, Sta 164+00, Sta 204+50, Sta 224+00, Sta 346+08, and Sta 355+71.

The three most urgent suspect locations per the Risk Analysis appear to have some correlation to the 2019 corrosion study identified indicators with their locations ranging between Sta 132 to Sta 171. The 2019 corrosion study conclusion stated “*Sta 128+88 to Sta 142+94 was found to have pipe-to-soil potentials consistent with actively corroding steel*”. The 2019 corrosion study appears to correlate to the Risk Analysis pointing to the western most portion of the pipeline as most important to inspect.

It is recommended the District consider moving forward with planning of bonding work and subsequently have a cathodic protection system designed based on the post-bonding continuity measurements.

- 3) **Hydraulic Model and Transient Wave Analysis:** As noted in the Risk Analysis, a transient wave analysis is recommended. This would require creation of a hydraulic model of the pipeline and would be useful in other future District projects to analyze the impact proposed modifications to the pipeline.

The Risk Analysis used a 1.5X transient wave factor as an estimate applied to all sections of the pipeline. A transient wave actual effects are a function of the pipeline configuration and operations and will vary greatly at different locations throughout the length of the pipeline.

Not all segments of the pipeline may be subject to the pressure wave equally and some segments may experience little or no effect. There is also the potential some segments of the pipeline impacted by more than the 1.5X factor used in the Risk Analysis. Therefore, it is recommended to have a hydraulic model developed to refine the estimated transient wave effect along the DCAP pipeline. Having the knowledge of pipeline segments that are subject to a transient wave and its multiplier magnitude would aid in prioritizing inspection and refurbishment schedules.



It was recommended the District consider a project to develop a hydraulic model and have a transient wave analysis performed. Since the initial draft of this report the District has moved forward with a project to develop a hydraulic model and transient wave analysis. With the data from the transient wave analysis the locations identified by the Risk Analysis can be refined as to the potential impact of the added pressure at those specific locations.

- 4) **Continuing Pipeline Inspections:** Should the work of inspection of the suspect locations validate the Risk Analysis conclusions the District is recommended to consider a program of regular pipeline inspections. The Risk Analysis recommended reinspection each five years. Considering time constraints and limitations of the District's ability to shut down the pipeline, it may require an on-going program of annual or bi-annual inspections of sections of the pipeline to meet recommended reinspection schedule. A greater understanding of inspection schedule requirements would be gained once evaluation of level of accuracy of the Risk Analysis identified piping defect locations.
- 5) **Attachment Materials:** Copies of the PICA report, Risk Analysis, tabulated data spreadsheet, summary power-point presentation, and information on their procedures for validation inspection and "dig sheet" bulletins are included as attachments to this TM.

Very truly yours,



Civiltec Engineering, Inc

Steven Walker, P.E.
Senior Project Engineer

ATTACHMENTS:

- 1) PICA DCAP SCH-1 Report
- 2) SGH DCAP SCH-1 Risk Analysis Report
- 3) PICA Results Tabulated Spreadsheet
- 4) PICA DCAP SCH-1 Report Review Presentation
- 5) PICA Example "Dig Sheet"
- 6) PICA Bulletin – Distressed Validation Internally
- 7) PICA Bulletin – Verification Dig Location and Instructions



AGENDA ACTION ITEM NO. 2

RESOLUTION NO. 4-2023-821 ADOPTING WATER RATES

RECOMMENDED ACTION: Adopt Resolution No. 4-2023-821.

BACKGROUND: See attached summary. This item was reviewed by the Administrative/Finance Committee.

BUDGET IMPACT: This will be built into the 2023-2024 Budget.

PRIOR BOARD ACTION: N/A

Background information on District Replacement Water Rates

The District sets its replacement water rates in April of every year via resolution. The rate is a pass through of the State Water Project variable cost. The variable cost is a per acre-foot cost that DWR charges each State Water Contractor to physically move water through the system. It for the most part is the cost of energy to pump the water to the Contractor's turnout. The District has historically tried to match this cost with its water sales, the District has never tried to profit from water sales.

Historical Summary of Replacement Water Rates

2000-2104	\$130 per acre-foot
2015	\$145 per acre-foot
2016	\$165 per acre-foot
2017	\$185 per acre-foot
2018-2022	\$ 200 per acre-foot

Department of Water Resources Delivery Charges

2021	\$202 per acre-foot
2022	\$202 per acre-foot
2023	\$217 per acre-foot (current rate)
2024	\$240 per acre foot (forecasted rate)

Summary

As the State has transitioned to clean energy, the cost have increased and are forecasted to increase further next year.

Recommendation

Set the 2023 water rate at \$220 per acre-foot, and also inform the cities that we anticipate the rate increase to \$240 in 2024

RESOLUTION NO. 4-2023-821

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN GABRIEL VALLEY MUNICIPAL WATER
DISTRICT ESTABLISHING WATER RATES FOR THE
FISCAL YEAR COMMENCING JULY 1, 2023, AND
REPEALING RESOLUTION NO. 4-2022-799**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN GABRIEL
VALLEY MUNICIPAL WATER DISTRICT** as follows:

Section 1. Purpose and Scope.

This resolution adopts rates, fees, and charges for categories of water supplied by the District. This resolution supersedes prior resolutions and may be referred to as the District's "water rate resolution."

Section 2. Findings.

The rates, fees and charges set forth herein are for the purpose of: (1) meeting operating expenses, including employee wage rates and fringe benefits, (2) purchasing or leasing supplies, equipment, or materials; (3) meeting financial reserve needs and requirements; (4) obtaining funds for capital projects necessary to maintain service within existing service areas. The rates, fees, and charges set forth herein will produce revenue which does not exceed the reasonable actual cost of providing the service for which the rate, fee or charge is levied. On the basis of 14 Cal. Code of Regs. Sec. 15273 and the District's local environmental guidelines, the District finds the California Environmental Quality Act does not apply to this resolution or to the establishment, modification, structuring, restructuring or approval of the rates, tolls, fares, and other charges set forth herein.

Section 3. Ready to Serve Charge.

There is established a monthly ready to serve charge for each of the total cubic feet per second of available service connection capacity, regardless of whether such service connection is used to deliver water or not, in the amount of \$11.00 per second foot of groundwater replenishment service capacity. The ready to serve charge shall be payable monthly in advance and shall be in addition to the quantitative rate charged for the delivery of water as hereinafter set forth.

Section 4. Quantitative Rate.

Commencing July 1, 2023, the rate of each acre foot of untreated water delivered by this District directly from the State Water Project to or on behalf of any San Gabriel Basin producer within this District is \$220.00. The rate of each acre-foot of untreated water delivered by this District to fulfill RDA requirements is \$820.00.

Section 5. Limitations.

Water sales, delivery and availability is subject to the availability of State Water Project water to the District and the water storage accounts of the District with the Main San Gabriel Watermaster. Delivery is also subject to the District's ability to sell, deliver and make available such water under operating conditions determined by the General Manager and subject to the water service regulations of this District.

Section 6. Notices.

The Secretary shall transmit a certified copy of this resolution to the City Clerk of the Cities of Alhambra, Azusa, Monterey Park, and Sierra Madre and to the Secretary of the Main San Gabriel Basin Watermaster.

Section 7. Repeals.

Resolution No. 4-2022-799 is hereby repealed.

PASSED, APPROVED AND ADOPTED on April 10, 2023.

President

ATTEST:

Secretary

(SEAL)

AGENDA ACTION ITEM NO. 3

RESOLUTION NO. 4-2023-822 SUPPORTING BUREAU OF RECLAMATION GRANT APPLICATION

RECOMMENDED ACTION: Adopt Resolution No. 4-2023-822.

BACKGROUND: The District submitted a grant application to the Bureau of Reclamation on behalf of the Foothill Water Coalition. The grant application requested funding for some Raymond Basin projects including some monitoring wells. Although the application has already been submitted, we are required to submit a Board Resolution supporting the application. The Resolution has been reviewed by legal counsel.

BUDGET IMPACT: N/A

PRIOR BOARD ACTION: N/A

RESOLUTION NO. 04-2023-822

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION FOR THE EATON BASIN ENVIRONMENTAL ENHANCEMENTS PROGRAM

WHEREAS, the San Gabriel Valley Municipal Water District proposes to implement the Eaton Basin Environmental Enhancements Program;

WHEREAS, the San Gabriel Valley Municipal Water District has the legal authority and is authorized to enter into a funding agreement with the United States Bureau of Reclamation; and

WHEREAS, the San Gabriel Valley Municipal Water District intends to apply for grant funding from the United States Bureau of Reclamation for the Eaton Basin Environmental Enhancements Program (the "Program");

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT AS FOLLOWS:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021 (Stats. 2021, ch. 240, § 80) as amended (Stats. 2022, ch. 44, § 25), the General Manager (the "Authorized Representative") or designee is hereby authorized and directed to prepare and file an application for funding with the Bureau of Reclamation and take such other actions necessary or appropriate to obtain grant funding for the Program.
2. The Authorized Representative, or designee, is hereby authorized and directed to execute the funding agreement with the Bureau of Reclamation and any amendments thereto, subject to review and approval by the District's legal counsel.
3. The Authorized Representative, or designee, is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION, I hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the San Gabriel Valley Municipal Water District at the meeting held on April 10, 2023, motion passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President

ATTEST:

Secretary (Deputy)

ACTION AGENDA ITEM NO. 4

EXTERNAL AFFAIRS SPECIALIST VACANCY

RECOMMENDED ACTION: Approve to fill the External Affairs Specialist position.

BACKGROUND: The External Affairs Specialist position was created in 2014 and has been vacant since the External Affairs Manager was promoted in 2018. The External Affairs Committee discussed recruitment for the vacant position in February and recommended the Board approve at a future meeting once the job description and recruitment timeline were updated.

BUDGET IMPACT: None. The position will be incorporated into the FY 2023-2024 Budget.

EXTERNAL AFFAIRS SPECIALIST

LAST UPDATE:
April 2023

GENERAL PURPOSE

Under general direction, plans, develops and carries out the full scope of assigned educational programs, public outreach and water conservation programs and activities to achieve District and member agency goals and objectives; serves as liaison to and/or represents the District in meetings with other public agencies, business and community groups and industry associations; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

An External Affairs Specialist performs a wide variety of journey level professional duties in developing and carrying out assigned public outreach, education, information and participation projects and activities. Incumbents are expected to represent the District with other entities and organizations in a variety of forums in a manner, which effectively contributes to building and enhancing relationships and promoting water conservation messages. Incumbents work with consultants to coordinate production of print, video and other materials required in support of the public outreach program.

Employees in this class typically report to the External Affairs Manager.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Represents the District in a wide variety of public interactions; serves as District liaison with civic and community organizations; plans, develops, coordinates programs for and conducts presentations to school, community and business groups on District conservation and educational programs; answers questions and provides information to individuals and groups.
2. Assists in planning, organizing, integrating and executing District marketing, public information and special events; assists in recommending and determining event concept, design, location, theme and audiences; plans, organizes and monitors event logistics; schedules and secures participation of senior management, the Board and others; publicizes events; assists in developing and making presentations during events; may oversee large, multi-faceted events; provides facility tours.

3. Coordinates grant funded educational programs with member agencies; plans work and oversees the contractors; validates contractors are meeting deliveries on time and to specifications; assists agencies with volunteer recruitment and management; participates and represents the District at major events and activities.
4. Manages content of District website, including developing new and updated content and researching appropriate links for related sites; implements social media strategy including updating and maintaining social networking pages, posting messages and engaging new and existing users.
5. Develops and creates graphic materials, including newsletters, flyers, brochures, visual displays, signs, advertisements, forms, logos, charts, maps and other printed/graphic materials; writes or obtains and edits content from a variety of sources; takes or obtains photography; uses publishing capabilities to prepare presentations and public information materials.
6. Coordinates the purchasing, storage, inventorying and distribution of printed/graphic materials and promotional products; obtains vendor quotes; expedites deliveries of project orders; adheres to budgets and deadlines for all projects.
7. Assists in monitoring water industry trends and legislation for potential impact on the District; may be asked to review and summarize proposed legislation and provide recommendations for District position.

MINIMUM QUALIFICATIONS

Knowledge of:

1. Principles, practices, concepts and techniques used in developing and executing marketing, public relations, social media and community outreach plans, programs and strategies.
2. Water industry trends and media practices as they apply to developing and carrying out public information, water conservation and water education programs.
3. Methods and techniques of image management.
4. Methods and techniques of developing and utilizing social networks, social media tools and online communities.
5. Methods and techniques for creating effective marketing and public information materials.
6. Member city ordinances, codes, procedures and practices regarding social media, the release of public information, public notification and recordkeeping.

7. Computers and graphic software including Adobe Illustrator, PhotoShop, Microsoft Office, Canva and website content management systems.
8. Principles and practices of sound business communication, including correct English usage, spelling, grammar and punctuation.

Ability to:

1. Develop concepts and design specific methods and techniques to improve internal and external communications.
2. Generate interest and convey messages through the development of graphic treatments, social networks, and persuasive writing.
3. Apply writing style and techniques appropriate for differing business, advertising and public relations purposes.
4. Represent the District effectively in public for the purpose of gathering and disseminating information and resolving issues.
5. Communicate effectively, both orally and in writing.
6. Understand and follow written and oral instructions.
7. Operate a computer and standard business software.
8. Establish and maintain effective working relationships with all those encountered in the course of work.

Education, Training and Experience:

Graduation from an accredited four-year college or university with a major in marketing, public relations, communications, business administration or a closely related field, and at least two years of progressively responsible experience in marketing, public relations or social media; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:

A valid California Class C driver's license with current insurance policy at time of appointment and as a condition of continued employment. Also must have a reliable vehicle to drive to events and carry promotional materials and displays.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that

must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk or hear; use hands to finger, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is frequently required to lift up to 25 pounds unaided.

Specific vision abilities required for this job include close vision, distance vision, use of both eyes, depth perception, color vision and the ability to adjust focus.

Mental Demands

While performing the duties of this class, an employee uses written and oral communication skills; reads and interprets data, information and documents; analyzes and solves problems; uses math and mathematical reasoning; learns and applies new information and skills; performs highly detailed work; deals with changing deadlines; deals with constant interruptions and multiple concurrent tasks; and interacts with others encountered in the course of work, including frequent contact with customers and/or the public and dissatisfied/abusive individuals.

WORK ENVIRONMENT

The employee works in an office environment where the noise level is usually quiet. The employee occasionally works in outdoor weather conditions; extreme heat or cold; and wet or humid conditions.

The employee may be required to work at night, on weekends and holidays as needed.

FLSA Designation: Non-Exempt
EEO Category: Professional
Probationary Period: 6 months

SAN
GABRIEL
VALLEY
MUNICIPAL WATER
DISTRICT

EXTERNAL AFFAIRS SPECIALIST

HIRING TIMELINE



Finalize Job Description
Create Job Advertising



* Recruitment utilizing various platforms, including:
BC Water Jobs, CAPIO, ACWA, LinkedIn



* Screen Applications with Management
* Interviews
* Reference Checks



* Employment Offer



* Employee Onboarding

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

Cc: Darin Kasamoto, General Manager

From: Evelyn Reyes, External Affairs Manager

Date: April 4, 2023

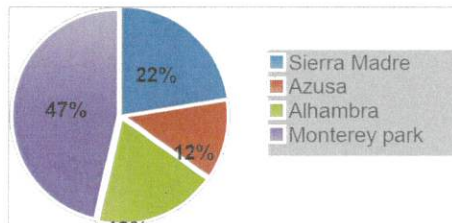
Subject: External Affairs Report

Rebates:

	Rain Barrel	Washing Machines	High-Efficiency Toilets	Waterless Urinals	Smart Controllers	Sprinkler Nozzles	Soil Sensor	Flow Meter Monitor
	\$35	\$85	\$40	\$150	Up to \$80	\$2 – Min. 30	Up to \$80	Up to \$100
Monthly Total	11	7	0	0	0	0	0	0
FY 22/23 Total	45	41	27	0	12	30	1	3

Irrigation Direct Install Program:

Assessed Properties	264
Waiting Install	0
Total Installed	219
Avg. cost per property	\$1,137.42



Legislative:

Our annual legislative trip to Sacramento was on Tuesday, March 14. We met with Assemblywoman Blanca Rubio and Senator Portantino. We also met with staff from the following offices: Senator Maria Elena Durazo, Senator Susan Rubio, Assemblymember Chris Holden, and Assemblymember Mike Fong. Due to President Biden’s visit, several members were in their districts.

Upcoming Outreach Events:

April 15 - City of Monterey Park Earth Day Event: This event is in collaboration with the Cherry Blossom Festival.

Location: Barnes Park in Monterey Park

Time: 11:00 am to 2:00 pm

April 22 - City of Sierra Madre Post Office Dedication

Location: Sierra Madre Post Office, 61 S. Baldwin Ave, Sierra Madre
Time: 9:00 am

April 22 - City of Sierra Madre Earth Day Event

Location: Memorial Park, 222 W. Sierra Madre Blvd, Sierra Madre
Time: 10:00 am to 2:00 pm

April 23 - City of Alhambra EcoFair

Location: Farmers Market, 100 S. Second St, Alhambra
Time: 8:00 am to 1:00 pm

Earth Day OWL Grants:

The District launched its Opportunities for Water Leadership (OWL) Grants program in 2017, and throughout the years we have funded various projects in schools and in the community. This year we decided to increase our outreach in schools and promoted our OWL Grants as "Earth Day Grants." Seven grants were funded totalling \$10,500, including:

- **Sierra Madre Elementary - Farm to Table:** The program teaches students how to grow and prepare seasonal vegetables and fruit. Students will be taught water saving techniques such as evaporation and proper water usage. The program will impact 630 students.
- **Alhambra High School - ERAS Club:** The ERAS Club applied for a grant to bring a rainwater harvesting instructor to teach students and their families how to properly collect rainfall in their homes instead of allowing it to runoff after a storm. The event is scheduled for Friday, April 14.
- **Mark Keppel High School:** The biology department submitted a grant planting California Native plants and flowers in a dedicated space in front of the school. Students and teachers will be planting the garden as a class assignment during spring and summer.
- **Brightwood Elementary:** The grant will support the school's annual Earth Day event. Monarchs with Kristy and the Pasadena Audubon Society will be showcasing the plight of the Monarch butterflies. The District is scheduled to participate, too, with a table teaching students about the Water Cycle.
- **Sierra Madre Elementary:** This grant will support 200 students in Kindergarten and First grade with applying common core curriculum on the stewardship of our Earth and water conservation.
- **Monterey Highlands School:** The grant will assist in beautifying the school and will build a student-led water saving garden. The program will involve approximately 250 students.
- **Northrup School:** Students will develop the awareness of water-wasting problems and enhance their critical thinking to solve their problems. The students are going to investigate, collaborate and design a water saving device utilizing 3D printing.

Home Water Survey Program: We are working once again with Alhambra Unified School District and Sierra Madre Elementary to distribute our Home Water Survey program materials. We are distributing materials to approximately 3,500 students in 14 schools. All the students will receive the Home Water Survey, Growth Chart and classroom posters. We are working on scheduling assemblies in May. We have also reached out to 8 schools in Azusa Unified, but we are waiting to hear back from them.

Meetings/events attended:

- San Gabriel Basin Water Management Committee Meeting
- Meeting with Alhambra USD to discuss Home Water Survey Program
- Sacramento SGVMWD Legislative Day
- PWAG CET Administrative Meeting and Member Agency Meeting
- San Gabriel Valley Water Association Legislative Meeting

**REGULAR MEETING OF
THE MAIN SAN GABRIEL BASIN WATERMASTER
729 NORTH AZUSA AVENUE, AZUSA, CALIFORNIA
April 5, 2023 AT 2:30 O'CLOCK P.M.**

<u>Agenda</u>	<u>Action/Notes</u>
1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. ROLL CALL OF WATERMASTER MEMBERS	
4. ADOPTION OF AGENDA [1]	
5. TIME RESERVED FOR PUBLIC COMMENT	
6. ITEMS REMOVED FROM CONSENT CALENDAR [1]	
7. CONSENT CALENDAR [1] All items on Consent Calendar may be approved with single action.	
a) Minutes of a Regular Meeting of Watermaster held March 1, 2023	
b) Lists of Demands	
c) Financial Statements, March 2023	
8. PRELIMINARY DETERMINATION OF OPERATING SAFE YIELD FOR FY 2023-24 THROUGH 2027-28 [1]	
9. REPORT FROM BASIN WATER MANAGEMENT COMMITTEE [2]	
10. REPORT FROM FINANCE COMMITTEE [1]	
a) Presentation of Preliminary Draft Administration Budget for FY 2023-24	
11. REPORT FROM ADMINISTRATIVE COMMITTEE [1]	
12. REQUEST TO EXECUTE EXTENSION AGREEMENT FOR CITY OF SIERRA MADRE FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]	
13. ATTORNEY'S REPORT [2]	
14. ENGINEER'S REPORT [2]	
15. EXECUTIVE OFFICER'S REPORT [2]	
16. REPORT FROM RESPONSIBLE AGENCIES [2]	
17. OUTSIDE COMMITTEE LIAISONS [2]	

18. INFORMATION ITEMS [2]

- a) Temporary assignment or lease of 447.00 acre-feet of Production Right from Covina Irrigating Company to Canyon Water Company for FY 2022-23
- b) Temporary assignment or lease of 100% of Prescriptive Pumping Right from City of Brea to California Domestic Water Company for FY 2022-23
- c) Temporary assignment or lease of 875.00 acre-feet of Carry-over Right from IBY Property Owner, LLC to California Domestic Water Company for FY 2022-23
- d) Change of Designee for Walter Green to Lynda Noriega
- e) Change of Designee for Southern California Edison Company to Carol Okray
- f) Notice of available water rights for lease from Metropolitan Water District of Southern California FY 2022-23
- g) Transmittal of San Gabriel Valley Municipal Water District monthly report for February 2023

19. COMMENTS FROM WATERMASTER MEMBERS [2]

20. FUTURE AGENDA ITEMS [1]

21. CLOSED SESSION [1]

A Closed Session may be called to discuss pending or potential litigation.

22. ADJOURNMENT

LEGEND [1] INDICATES ACTION ANTICIPATED BY WATERMASTER ON THIS ITEM
 [2] INDICATES INFORMATION ITEM - NO WATERMASTER ACTION ANTICIPATED

Chair Lynda Noriega Presiding

THIS MEETING WILL BE HELD IN PERSON

(A Zoom link is provided below for public attendees who would like to attend virtually)

A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
AT
1720 W. CAMERON AVENUE, SUITE 100
WEST COVINA, CALIFORNIA

WEDNESDAY, MARCH 22, 2023 AT 12:00 P.M.

Zoom Link:

<https://us06web.zoom.us/join/91558192914?pwd=Z0ZkdCprjgrGN3QzIfa8pb20RvLYtoUpulZ>

AGENDA

- I. **CALL TO ORDER** **PAULSON**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL OF BOARD MEMBERS** **MORENO**
- | | | | |
|--------------------------------|-------|-------|-------|
| Mark Paulson, Chairman | _____ | _____ | (alt) |
| Lynda Noriega, Vice-Chairwoman | _____ | _____ | (alt) |
| Valerie Munoz, Secretary | _____ | _____ | (alt) |
| Mike Whitehead, Treasurer | _____ | _____ | (alt) |
| Bob Kuhn | _____ | _____ | (alt) |
| Ed Chavez | _____ | _____ | (alt) |
| Robert Gonzales | _____ | _____ | (alt) |
- IV. **PUBLIC COMMENTS (Agendized Matters Only):** **PAULSON**
As provided under Government Code Section 54954.3, this time has been set aside for persons in the audience to provide comment or make inquiries on matters appearing on this Special Meeting agenda only. Please complete the appropriate request card and submit it to the Secretary, prior to the item being heard. A five-minute time limit on remarks is requested.
- V. **ITEMS TOO LATE TO BE AGENDIZED - Recommended Action:** **PAULSON**
Approve motion determining need to take action on item(s) which arose subsequent to posting of the Agenda (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board or, if less than two-thirds of Board members are present, a unanimous vote)
- VI. **LEGISLATIVE WORKSHOP** **SCHOELLERMAN**
- The Gualco Group*
Kadesh & Associates
The Monares Group

VII. CONSENT CALENDAR

PAULSON

(Consent items may all be approved by single motion) [enc]

- (a) Minutes for 2/22/23 Regular Board Meeting
- (b) Minutes for 3/8/23 Legislative/Public Information Committee Meeting
- (c) Minutes for 3/14/23 Administrative/Finance Committee Meeting
- (d) Demands on Administrative Fund
- (e) Demands on Project Fund

VIII. COMMITTEE REPORTS

(These items may require action)

- (a) Legislative/Public Information Committee Report [enc]
- (b) Administrative/Finance Committee Report [enc]
 - 1. Discussion/Action Regarding Board of Directors Cost of Living Adjustment (“COLA”) for Fiscal Year 2023-2024 [enc]
 - 2. Discussion/Action Regarding How WQA Committee Meetings are Classified [enc]

IX. OTHER ACTION/INFORMATION ITEMS

PAULSON

(These items may require action)

None.

X. PROJECT REPORTS

COLBY

(a) Treatment Plants:

1.	Baldwin Park Operable Unit	<u>Status</u>
	• Arrow/Lante Well (Subarea 1)	Operational
	• Monrovia Wells	Operational
	• SGVWC B6 Plant	Operational
	• SGVWC B5 Plant	Operational
	• CDWC Well No. 14	Operational
	• La Puente Valley County Water District	Operational
	• VCWD Nixon	Operational
	• VCWD Maine	Operational
2.	El Monte Operable Unit	
	• Eastern Shallow Zone	Operational
	• Eastern Deep Zone	Operational
	• GSWC Encinita Plant	Operational
	• Western Shallow Zone	Operational
3.	South El Monte Operable Unit	
	• Whitmore Street. Ground Water Remediation Treatment Facility	Operational
	• City of M.P. Well No. 5 VOC Treatment Facility	Operational
	• City of M.P. Well No. 12 VOC Treatment	Operational

- | | | |
|----|--|--------------|
| | Facility | |
| | • City of M.P. Well No. 15 | Operational |
| | • City of M.P. Well Nos. 1, 3, 10 VOC Treatment Facility | Operational |
| | • GSWC Wells SG-1 & SG-2 | Operational |
| | • GSWC Garvey | Operational |
| | • SGVWC Plant No. 8 | Operational |
| | • SGVWC Plant G4 | Operational |
| 4. | Puente Valley Operable Unit | |
| | • Intermediate Zone | Construction |
| | • SGVWC Plant B11 | Operational |
| 5. | Area 3 Operable Unit | |
| | • City of Alhambra Phase 1 | Operational |
| | • City of Alhambra Phase 2 | Operational |
| | • City of South Pasadena Wilson | Operational |
| 6. | Non-Operable Unit | |
| | • City of Arcadia Longden | Operational |
| | • City of Arcadia Live Oak | Operational |
| | • City of Monrovia Tower 1&2 | Operational |
| | • City of Monrovia Tower 3&4 | Operational |
| | • SGVWC Plant 11 | Operational |

XI. ATTORNEY'S REPORT **PADILLA**

XII. LEGISLATIVE REPORT **MONARES**

XIII. EXECUTIVE DIRECTOR'S REPORT **SCHOELLERMAN**

XIV. FUTURE AGENDA ITEMS **PAULSON**

XV. INFORMATION ITEMS [enc] **PAULSON**

- (a) San Gabriel Basin Water Calendar

XVI. FUTURE BOARD/COMMITTEE MEETINGS **PAULSON**

- (a) The next Administrative/Finance Committee Meeting is scheduled for Tuesday, April 11, 2023 at 10:00 a.m.
- (b) The next Legislative/Public Information Committee meeting was scheduled for Wednesday, April 12, 2023 at 11:00 a.m.
- (c) The next WQA Board meeting is scheduled for Wednesday, April 19, 2023 at 12:00 p.m.

XVII. CLOSED SESSION **PAULSON**

- (a) Closed Session Pursuant to Government Code Section 54956.9(d)(4)
– Conference with Legal Counsel – Anticipated Litigation – One (1) potential matter

XVIII. RECONVENE OPEN SESSION **PAULSON**

XVIV. BOARD MEMBERS' COMMENTS/REPORTS

PAULSON

XV. ADJOURNMENT

PAULSON

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the Authority's business office located at 1720 W. Cameron Ave., Suite 100, West Covina, CA 91790, during regular business hours. When practical, these public records will also be made available on the Authority's internet web site, accessible at www.wqa.com.

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

From: Darin Kasamoto General Manager

Date: April 5, 2023

Subject: General Manager's Report

1. SWP UPDATE

The Delta Conveyance Project (DCP) Public Draft EIR Comment period has ended. The EIR process should be completed by the end of 2023.

On March 24, the State Water Project allocation was increased from 35% to 75%. This allocation was based on up-to-date reservoir storage levels and the March 1, 2023 snowpack levels. This allocation was made prior to the large precipitation that occurred in late March, and I anticipate that the allocation increases further in April.

2. MAIN SAN GABRIEL BASIN UPDATE

As of March 31, 2023, the Key Well is at 204.9 feet which is 15.2 feet higher than the level on March 3, 2023, due to releases from the San Gabriel canyon reservoirs, these releases are continuing as there is a significant amount of storage and inflow to the canyon reservoirs. The historic low is 169.4 feet.

3. GRANT PROGRAM UPDATES

The District has applied for a Bureau of Reclamation grant to help fund some projects in the Raymond Basin on behalf of the Foothill Water Coalition. The application was submitted on March 31, 2023.

The District has applied for a Bureau of Reclamation grant to help fund 50% of a Federally approved recycled water feasibility study. This study would make the District eligible for design and construction grant money in the future. The application was submitted on February 28, 2023.

The District has applied for a State Grant through DWR for Turf Replacement, supplement existing rebate programs, supplement direct install program, education programs. The grant application also included some well projects from the four cities. The application was submitted on January 31, 2023, and sought about \$5 million for the various projects. DWR has said that there were some issues with the submittal which were addressed and the application was re-submitted on February 22, 2023.

4. MANAGEMENT ISSUES

The Letter of Intent for the Regional Recycled Water Project has been approved by all parties. I have had a follow-up with MWD on next steps, and they want to look into use of SGVMWD existing infrastructure to add flexibility to the project. We have sent all of information requested by MWD for them to begin this analysis. The preliminary analysis performed by MWD indicates that it is physically possible to use our pipeline to get water to the treatment plant in La Verne. Stetson

April 5, 2023

Engineers has been hired to analyze the benefits and potential downside of this proposal. The study should be ready for review in April 2023.

The Auditors have completed their 3 year engagement, an RFP was sent to five firms for the next 3 year audit engagement. We did not receive any proposals and will therefore need to resend the RFP to more firms.

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

From: Steve Kiggins, Assistant General Manager

Cc: Darin Kasamoto, General Manager

Date: April 5, 2023

Subject: Assistant General Manager's Report

1. Total water delivered in March 2023: SGVMWD delivered 521 AF on behalf of Three Valleys Municipal Water District (TVMWD) to Covina Irrigating Company's (CIC's) surface water treatment facility. SGVMWD's allocation for CY 2023 is 21,600 AF (75% of 28,800 AF); SGVMWD has 21,600 AF available for delivery.
2. Total deliveries to cyclic storage CY 2023: 0 AF. Cyclic storage balance as of February 28, 2023: 2944.01 AF. Amount of water banked on behalf of Dudley Ridge Water District: 14,209 AF.
3. April 2023 delivery forecast: An 8 CFS delivery to Covina Irrigating Company (CIC) on behalf of Three Valleys Municipal Water District (TVMWD) is expected to continue. If LA County spreading ground capacity becomes available, the District will request Article 21 Interruptible Water from DWR.
4. Project Updates:
 - A. DCAP SCH I MODIFICATIONS FOR PIPELINE CONDITION ASSESSMENT: Steven Walker, P.E., Senior Project Engineer at Civiltec Engineering, Inc. will present the DCAP Pipeline Post Inspection Project Summary and Recommendations.
 - B. HYDROELECTRIC FACILITY 24" BUTTERFLY VALVE REPLACEMENT: Pratt Valve delivery estimate is June 23rd. Azusa Light & Water has requested power generation at San Dimas Hydro May through September which will delay the valve replacement until October.
 - C. SAN GABRIEL FLOW CONTROL STRUCTURE 30" BALL VALVE REPLACEMENT: The valve has been released for production but the revised delivery date is now October 24th.
5. Assistant General Manager meetings and activities:
 - A. Attended Meetings in Sacramento with Legislators & staff / California Advocates with Directors Placido, Prince and Knoles
 - B. Attended meetings with Three Valleys Municipal Water District, Watermaster and Stetson Engineering to discuss the CIC Exchange process to address anticipated DC-AP capacity constraints
 - C. Attended San Gabriel River Water Committee (C9) meeting

- D. Attended weekly DWR East Branch Capacity Coordination meetings
- E. Attended Civiltec Hydraulic Model Development Project kickoff meeting
- F. Attended weekly SWC / DWR Operations Update meetings
- G. Attended Groundwater Replenishment Coordinating Group meeting
- H. Attended SCE Emergency & Disaster Response Plan Review Workshop
- I. Confined space support for Operations staff while working with fall protection and meter calibration contractors
- J. Attended PWAG- DHS Water Sector Physical Threat Briefing
- K. Attended Main San Gabriel Basin Watermaster meeting